

Fostering Opportunities in Rural Southern Areas- FORSA

Quarterly Report # 1

Year 2012

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Period from October to December 2011

Q1Y1

Grant Award

AID-263-G-11-00038

Pathfinder International

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Grant Goal
Grant Objectives

The overall goal of this project—entitled “FORSA,” which means “opportunity” in Arabic—is to contribute to poverty reduction among vulnerable youth in rural Upper Egypt by applying an integrated approach that addresses health and wealth improvements enhancing social protection. The specific objectives are the following:

1. Provide immediate employment opportunities for 1,500 youth in rural Upper Egypt by establishing a network of community health outreach workers to encourage greater access to health delivery services
2. Build the capacity of women in rural Upper Egypt and assist them technically and financially to start their own businesses (microenterprises).

I- Executive Summary

Launching the Project, the first quarter has been dedicated to developing the Project’s overall operational framework. On the administrative side, the first quarter included staffing and premise renting. In addition, most of the training materials that will be used throughout the project have been developed during this first quarter.

The project this quarter focused on developing and submitting the Project’s workplan, budget and Performance Monitoring Plan (PMP). The workplan, budget and the PMP have been developed through thorough discussions and brainstorming sessions among the Project’s higher management, introducing technical insights and administrative procedures.

II- Accomplishments

The project Mobilization Phase had two main goals:

1. Personnel and office setup
2. Technical Pavement for Project Implementation

Personnel and office setup included hiring staff, renting office, furnishing and equipping office premise in addition to developing project’s operational manuals.

Regarding personnel recruitment, the activity was planned for two months and it started on time in Q1Y1. Staff was identified, interviewed, selected and Key Personnel were hired. Remaining staff will join during next quarter, Q2Y1. Activity is still in progress.

The second activity in project mobilization phase was to rent office premise/ office setup. The activity was planned for two months and started on time in Q1Y1. The office was located, rented

and requests for quotations for office furniture and equipment were developed. Office setup will be completed next quarter Q2Y1. Activity is still in progress.

The third activity in project mobilization phase was to establish the Project's Operation Systems (i.e. finance, personnel,). The activity was planned for three months and started on time in Q1Y1. The Project's personnel manual, job descriptions and financial manual were developed. This activity was completed during the reporting period.

Technical pavement for project implementation included developing the Project's Workplan, Performance Monitoring Plan PMP and submitting them to USAID. Additionally, development of the Project's training outlines and material took place during the reporting period.

The project's Workplan and Performance Monitoring Plan PMP development was planned for two months and started on time in Q1Y1. This activity was completed and the Project's Workplan and Performance Monitoring Plan PMP were submitted on time to USAID on November 28, 2011.

The Project's trainings' outlines and material development was planned for two months and it started on time in Q1Y1. The initial training curricula were developed and the remaining training materials will be finalized during the next quarter, Q2Y1. This activity is still in progress.

Other Activities/events

On December 11th, 2011 key FORSA staff attended a conference organized by the Egyptian Family Health Society in Cairo. The conference tackled Youth and Adolescent Health. The conference was sponsored by Ford Foundation under the auspices of Ministries of Education, Higher Education and Health and Population. A presentation was given by Pathfinder International on: "Comprehensive Sexuality Education, a Multisectoral approach". The conference was attended by people from different ministries, donors, NGOs and CAs.

Participating in the conference added valuable insights for project implementation as it presented various health messages for youth and adolescents. These messages, with appropriate modifications, might be disseminated on the field level through partner CDAs' RR through home visits.

Collaboration with other CAs

On October 24 and December 12, 2011 two coordination meetings took place with Save the Children. The purpose of the meetings were to give Save the Children an overview about Pathfinder's operations in Egypt, especially activities of the previous Takamol project in addition of ensuring collaboration and coordination between Save and Pathfinder during Save's new project and FORSA.

Current challenges like dealing with MOHP and the unstable political and economic situation in Egypt were also discussed with Save the Children. Pathfinder staff gave Save the Children all relevant information on the Takamol project and shared all Takamol technical material to maximize USAID programmatic return on investment.

As no field activities were planned during this quarter, there was no M&E indicators calculated.

Challenges

The ongoing political and economic debates currently taking place in Egypt signify the beginning of a long-awaited democratic transition, yet the turbulent atmosphere is adversely affecting business flow in the sphere of development at the central and Governorate levels. Coordination with governmental officials, on the central and/or the governorate level, is adversely affected by the political atmosphere, the ongoing elections and other turbulent situations.

As per FORSA workplan, field intervention will start in January 2012, after elections are finalized. Planned activities will be implemented as per workplan, field feedback will be provided to USAID AOTR on ongoing basis.

Outcome 1: Personnel and Office Set up			
Activities	Expected Results	Quarter Achievement	Comments/Challenges
Hire Staff	Project personnel recruited	Staff identified, interviewed, and selected. Key Personnel were hired.	Remaining staff will join during next quarter Q2Y1 according to leave notices from current employers
Rent Office Premise/ Office Setup	Project premise Furnished and equipped	Office located and rented. Requests for quotations for office furniture and equipment were developed.	Office setup will be completed next quarter Q2Y1
Establish Project's Operation Systems (Finance, personnel, etc...)	Project Operation System developed	Project's personnel manual, job descriptions and financial manual were developed.	Completed
Outcome 2 Technical Pavement for Project Implementation			
Activities	Expected Results	Quarter Achievement	Comments/Challenges
Develop Project's Workplan	Project Workplan developed	Project Workplan was developed	Completed
Develop Performance Monitoring Plan PMP	Performance Monitoring Plan PMP developed	Performance Monitoring Plan PMP was developed	Completed
Submit Workplan and PMP to USAID	Project Workplan and Performance Monitoring Plan PMP were submitted	Project Workplan and Performance Monitoring Plan PMP was developed and submitted to USAID on November 28, 2011	Completed
Develop Project's trainings' outlines and	Project's trainings' outlines and	Initial training curricula were developed.	Training materials will be finalized during next

materials	materials developed		quarter Q2Y1
Objective 3 Communication and Coordination			
Activities	Expected Results	Quarter Achievement	Comments/Challenges
Establish Communication with AOTR and set Communication Schedule	Smooth ongoing communication with USAID Mission	Post Award meeting was held with Project's AOTR on October 23, 2011	Completed and Communication Ongoing

III- Success Stories

As field implementation is planned to start next quarter, success stories are yet to be demonstrated.

IV- Activities for Next Quarter

Upcoming activities and targets for next quarter

Outcome 1: Personnel and Office Set up	
Activities	Next Quarter
Complete Hiring Staff	Remaining staff will join during next quarter Q2Y1
Outcome 2: Technical Pavement for Project Implementation	
Activities	Next Quarter
Develop Project's trainings' outlines and material	Training outlines and materials will be finalized next quarter Q2Y1
Result 1: Jobs created among local CDAs in intervention areas	
1.1.1 Approaching and Orienting MoSS officials at intervention governorate	The Project will start its field activities in the beginning of next quarter in Assuit Governorate for batch one communities through approaching MoSS officials orienting them about the project's mission, vision and goals.
1.1.2 Ranking and selection of intervention districts\communities	Based on the socioeconomic and poverty indicators discussed by MoSS, districts\communities will be ranked and selected for 25 districts/ communities in Batch One
1.1.3 Project orientation meeting for all active CDAs in intervention districts\communities	MOSS will invite all active CDAs in the selected batch one intervention districts to attend the project orientation meeting. During this meeting, all CDAs will be oriented on the project objectives and the proposed interventions. As a result of the meeting, interested CDAs will be asked to submit a standard letter of interest to the Project.
1.1.4 Proposal writing workshop for interested CDAs	The Project will hold a proposal writing workshop for potential Batch One CDAs that submitted letters of interest. During this workshop, the Project will train CDAs to prepare successful proposals that qualify them for the proposed subgrants. CDAs will then have several weeks to submit their proposals.
1.1.5 Review and evaluate proposals	Once potential Batch One CDAs submit their proposals, the Project

	will review and evaluate them and select the successful ones.
1.1.6 Conduct a pre-award assessment	Once successful proposals are selected, the Project will conduct a pre-award assessment of both institutional and financial capacities of the CDAs. A standard “terrorist check” will also be conducted
1.1.7 Signing of sub grant agreements	The Project will sign sub-grant agreements with Batch One CDAs that submitted successful proposals and passed the pre-award assessment.
2.1.1 Approaching and Orienting MoSS officials at intervention governorate	The Project will start its field activities in the beginning of next quarter in Assuit Governorate for batch two communities through approaching MoSS officials orienting them about the project’s mission, vision and goals.
2.1.2 Ranking and selection of intervention districts\communities	Based on the socioeconomic and poverty indicators discussed by MoSS, districts\communities will be ranked and selected for 25 districts/ communities in Batch Two
2.1.3 Project orientation meeting for all active CDAs in intervention districts\communities	MOSS will invite all active CDAs in the selected Batch Two intervention districts to attend the project orientation meeting. During this meeting, all CDAs will be oriented on the project objectives and the proposed interventions. As a result of the meeting, interested CDAs will be asked to submit a standard letter of interest to the Project.
2.1.4 Proposal writing workshop for interested CDAs	The Project will hold a proposal writing workshop for potential Batch Two CDAs that submitted letters of interest. During this workshop, the Project will train CDAs to prepare successful proposals that qualify them for the proposed subgrants. CDAs will then have several weeks to submit their proposals

V- Monitoring and Evaluation :

During FY1Q1, the Project’s Monitoring Plan (PMP) was developed and submitted to USAID. The PMP described the project’s M&E strategy which is two-pronged: monitoring performance and evaluating results through nine indicators evaluating outputs, effectiveness, and outcomes of the project. The plan’s design provided comprehensive data on CDAs projects' structure, employment opportunities, contact information and participant profiles for capacity building activities, activity reports, pre- and post-test results, successful enterprises, and positive change in community knowledge. Details concerning data collection plans, tools, data sources, as well as reporting formats are also described in the PMP submitted document. The project’s partnering awarded CDAs would be fully involved in all the stages of the M&E process in order to use the results in implementing and improvement of their plans.

At the end of this quarter, the project received USAID feedback on the submitted PMP and currently the Monitoring and Evaluation/Reporting Specialist is working on the necessary changes based on USAID recommendations and suggestions.